2024 | BOSTON
INNOVATE
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Preconference:
Sage Intacct Masterclass: Unleashing the Power of Basic and Intermediate Skills Training

Megan Madden, Adam Beyer

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Housekeeping

- This session qualifies for 7 CPE credits.
- Please make sure you sign in on the sheet.
- You must complete the survey through the QR code at the end in order to receive your CPE certification.
- The survey can be completed using your mobile device. Optional paper surveys are available and must be turned in at the registration desk.
- Please silence your mobile device during the presentation.

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Introduction

Megan Madden, CFE
Client Technical Consultant

Adam Beyer
ERP Implementation Consultant

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Agenda 9:30 AM – 4:30 PM (1 hour break for lunch)

Sage Intacct Basic and Advanced Skills Training

The day will be spent doing a deeper dive into the 'Core Modules'.

Facilitated by Megan Madden and Adam Beyer

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Company

- Personal Preferences
- Duplicate Browser Tabs
- User types (business vs employee)
- Checklists
- Dimensions (Report Setup)
- Terminology
- Import Data location
- Audit history, access report, email log
- QA

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General Ledger

- Reporting books default settings
- Highlight Account Groups
- GL report filters and format (out of the box vs custo
- Memorize
- Trial balance report enhancements
- Dimension balances report options
- QA

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Accounts Payable

- Vendors – additional options
- Configuration Settings
- AP approval options
- AP Hands on Activity
- Credits – adjustments vs negative AP Bills
- How to fix –
  - Credit memos
  - Adjustments – debit or credit
  - Incorrectly applied payments
- AP Reporting
- Q&A

"We need to discuss your expense account."

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Accounts Receivable

- Customers – additional options (defaults)
- Customized invoices
- Overpayments
- Advances
- AR Hands on Activity
- How to fix --
  - Incorrectly applied advances
  - Credit memos incorrectly applied
  - Reverse deposits – cause and effects
  - Etc.
- AR Reports
- QA

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Cash Management

- Automatic Bank Feeds vs Importing bank transactions.
- Benefits of ACH Bank Configuration
- Credit Card tracking using Cash Management
- Other receipts
- Undeposited funds
- QA

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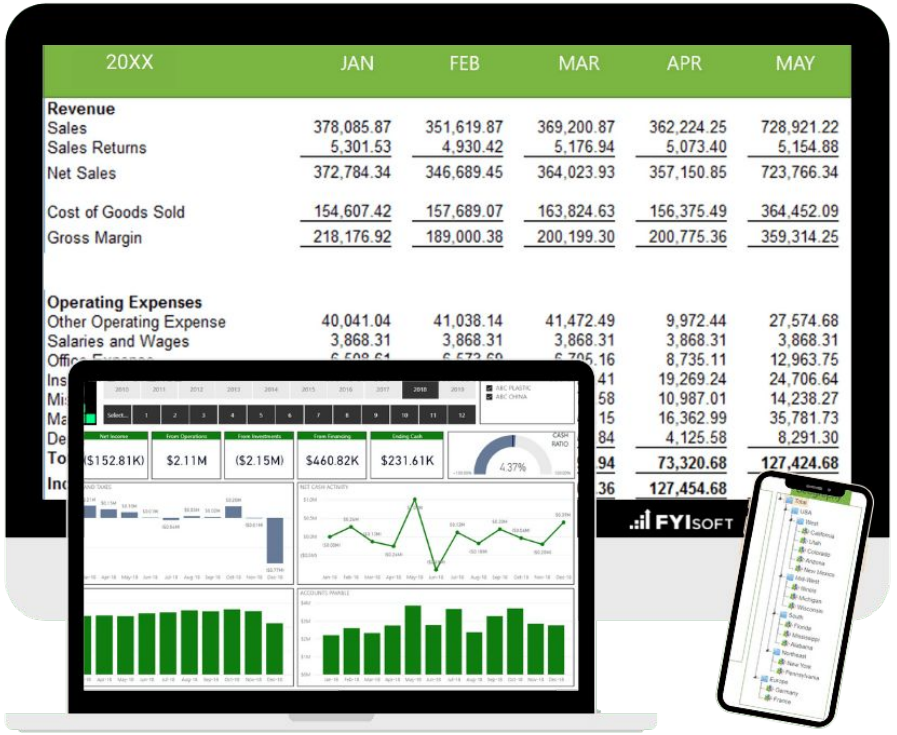
Financial Reports

- Account groups/categories
- Building a financial report
- Financial Reporting
  - New Enhancements
  - Dimension structure vs Account structure reports
  - Report Groupings
  - Scheduling reports
  - Security and Reports
- Financial Report Hands on Activity
- QA



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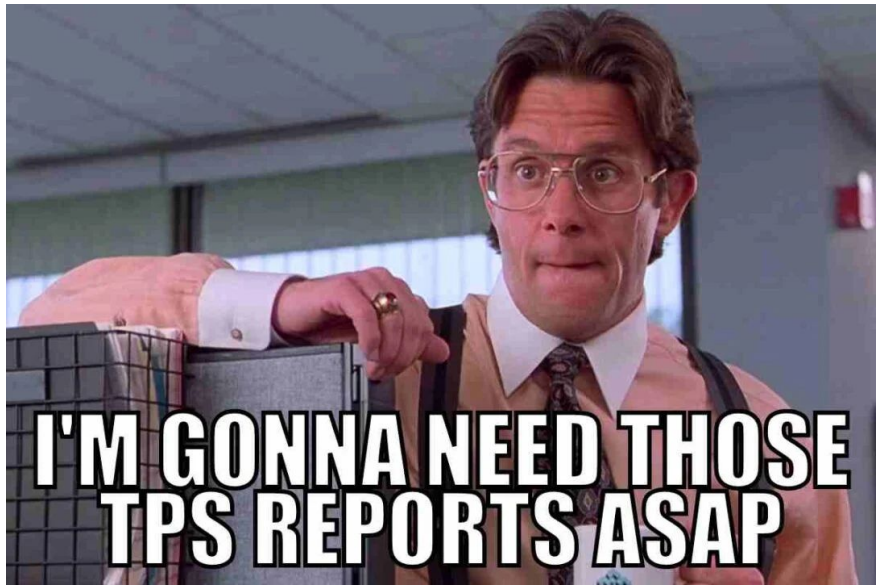
Custom Reports

- Custom Reports
  - Data Sources
  - Fields
  - Customization
  - Grouping
  - Saving and Running Custom Reports
- Custom Report Hands on Activity
- QA



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Dashboards

- Dashboards
  - Overview
  - Dashboard components
  - Enhancements
  - QA

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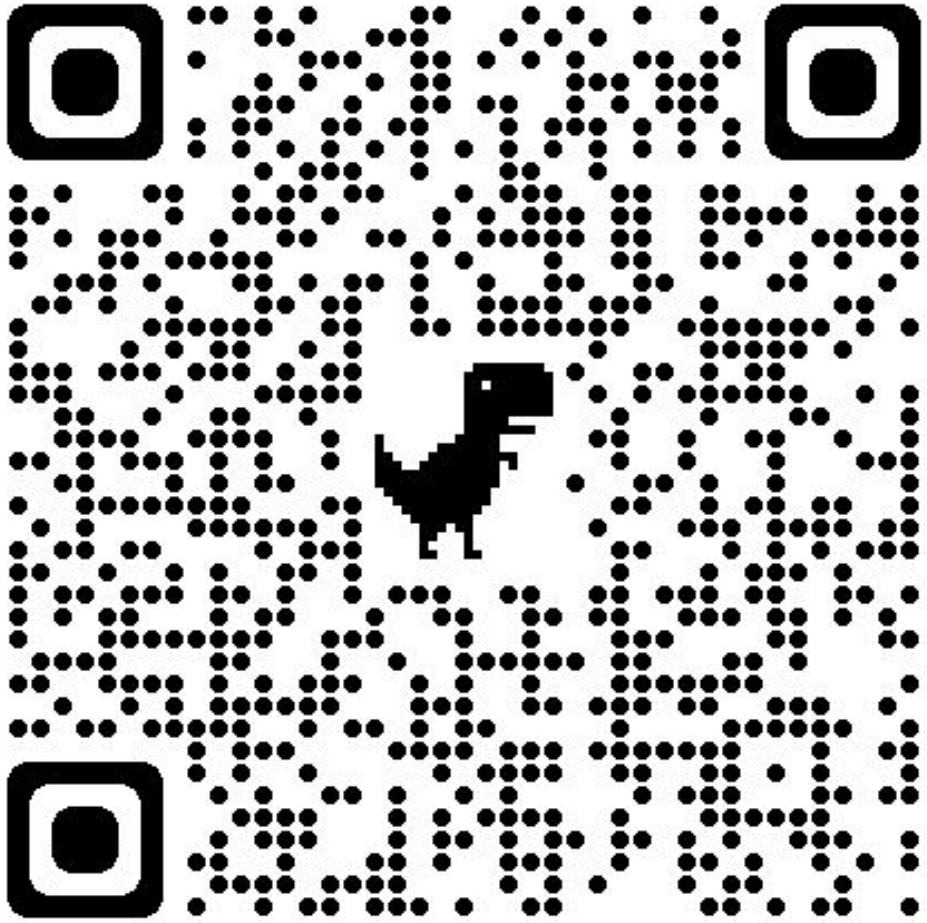
CPE Credit QR Code



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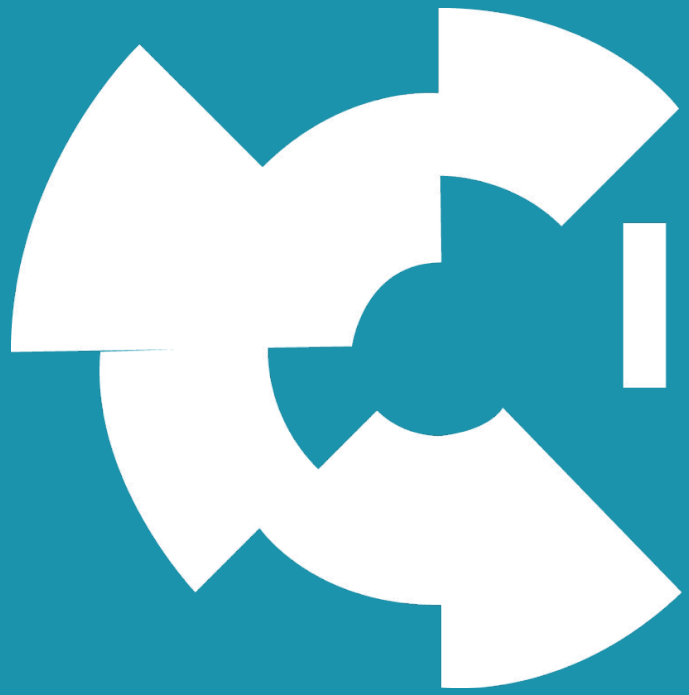

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